

RELEASE NOTES

FOR CHILD WELFARE

N-FOCUS Major Release

JULY 13, 2009

A major release of the N-FOCUS system is being implemented on July 13, 2009. This document provides information explaining new functionality, enhancements and problem resolutions made effective with this release. This document is divided into five main sections:

General Interest and Mainframe Topics: All N-FOCUS users should read this section.

Protection and Safety Programs: N-FOCUS users with responsibility for Child Protective or Adult Protective Services should read this section. This includes IM/FC workers and RD responsible for Licensing of Foster Care.

Developmental Disabilities Programs: N-FOCUS users who work directly with DD programs and those who work with the related Medicaid cases should read this section. Note: This section will only appear when there are tips, enhancements or fixes specific to Development Disabilities Programs.

Foster Care Review Board: N-FOCUS users with responsibility for Foster Care Review Board functions should read this section. Note: This section will only appear when there are tips, enhancements or fixes specific to Foster Care Review Board functions.

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GENERAL INTEREST AND MAINFRAME

Ability to Pay

ATP INDICATOR FROM DD WINDOW (CHANGE)

The ATP indicator from the 'Detail Developmental Disabilities' window has been removed. Business no longer requires this indicator here as the determination is now through the ATP Icon on the Main Menu window.

CITRIX or NFUSE Users

SECURITY MEASURE (TIP)

A new time out feature has been implemented on CITRIX (also known as NFuse or Metaframe). This was done to comply with IRS and other security requirements that require the workstation to "lock up" after a certain amount of inactive time on the host machine. The lock out time for CITRIX is set to 30 minutes. CITRIX will function the same way. After 30 minutes of inactivity, the worker will be forced to re-log on to the CITRIX. The applications being worked will remain at the point they were left.

Alerts

ALERT #354-MULTIPLE CASES (NEW)

This alert notifies workers when a person is opened in a Master Case and that same person is open in program cases in another Master Case. The alert goes to all workers assigned to any program case in any of the Master Cases where the person is found to be open.

CLOSING AN ALERT (TIP)

Sometimes it is necessary to clear an alert that will appear in the future. An example is when an RFC or Verification Checklist is requested and the information comes in before the 10 days. To clear the alert, go to the Search Position Alert, change the As Of Date to the approximate date the alert will appear. This will present all alerts that will appear up to this date. Select the alert and Clear Alert from the Actions drop down. The alert will no longer appear in the Position Alerts on the date it is scheduled to appear.

Address

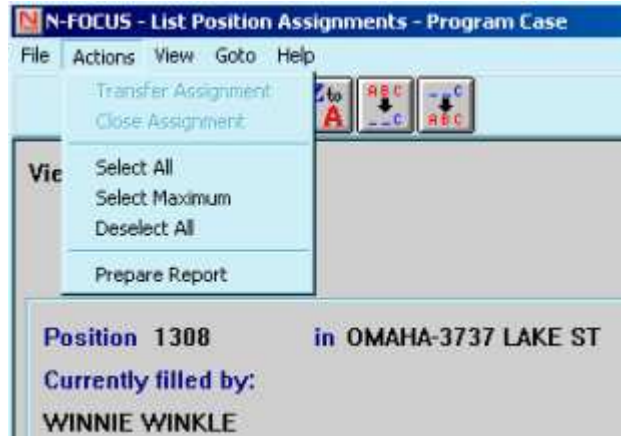
MAILING ADDRESS (TIP)

Do **NOT** enter a Mailing Address for anyone in the Master Case unless one or more individual(s) has specified that s/he wants to receive their mail at a PO Box or c/o someone at a different location. All correspondence from N-FOCUS looks first for a Mailing Address, and if none is found, will use the Physical Address. Therefore, it is unnecessary to add the mailing address unless it differs from the Physical Address.

Assignment

TRANSFER PROGRAM CASE (FIX)

N-FOCUS does not allow more than 75 program cases to be transferred at the same time. A new feature has been added to the Actions drop down list in the List Position Assignments-Program Case window. Under ACTIONS dropdown, by selecting the "Select Maximum to Transfer", the first 75 program cases will be selected to transfer. Then transfer these cases. If there are more to transfer, keep selecting this action and transfer until completion of the assignment transfer.



ORGANIZATION COMPLAINT ASSIGNMENT

When a position is vacated, N-FOCUS has been changed to show the position as "vacant" instead of blank.

Case Maintenance - - Mainframe Case Actions

CLAIM ITEM LIST (CHANGE)

The Claim Item List window off the Service Authorization window will now display preprint claims. Prior to this release, only the paid claims were shown.

SERVICE AUTHORIZATION CLAIMS (TIP)

When renewing a service authorization, please keep in mind preprint billing documents will not be created and sent during the time period the service authorization expired and the date the renewal was created.

Example: Service Authorization service dates are 1/1/09 thru 3/31/09. On 5/15/09 the decision is made to renew the authorization with a new end date of 6/30/09.

Preprint billing documents will not have been created between the dates of 4/1/09 thru 5/15/09 because there were no services authorized.

Claims (billing documents) for services 4/1/09 thru 5/15/09 must be manually submitted or preprints can be printed by going to the Service Authorization Detail window. Select the dropdown Actions and then select Print Pre-Print Claim.

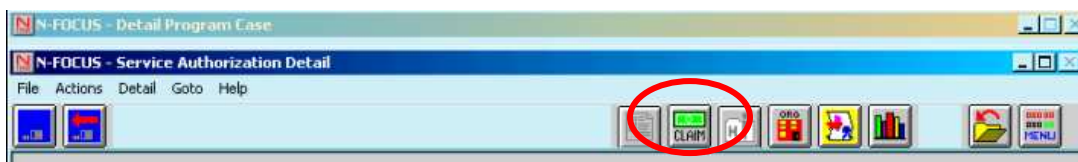
SERVICE DETAIL PROVIDER (CHANGE)

The Provider Detail window has been redesigned for better flow. The window order has been changed to Provider name, Service Approval Owner name, Dates of service and last is Service Type.

TOTAL PAID CALCULATION (FIX)

A change was made to the Total Paid button calculation (located on the Claim Item List window off the Service Authorization window and the Claim List window off of Search Claim window).

Previously, the Total Paid amount was not taking into account when a claim had been adjusted and an overpayment or underpayment was created. This has been fixed.



N-FOCUS - Claim Item List

File Actions Options Goto Help

ARP ID 22529968

Service Type HABILITATION SUPPORTED RESIDENTIAL

Provider DD PROVIDER Provider ID 74879613

Date of Service 03-01-2008 To 12-31-2008 Search

Claim Nbr	Line	Vers	Begin Date	End Date	Net Amount	Status
31292885	3	1	03-25-2008	03-31-2008	75.00	PAID
31292885	2	1	03-16-2008	03-24-2008	75.00	PAID
15315823	1	1	03-01-2008	03-31-2008		IGNO
31292885	1	1	03-01-2008	03-15-2008	50.00	PAID
6754735	1	1				PREP
17133175	3	1				PREP
25146353	1	1				PREP
39013322	3	1				PREP
48174232	1	1				PREP
75880485	1	1				PREP

Total Paid

N-FOCUS - Total Paid

Only the latest Paid Claim Line Version is used in the Total Paid calculation.

The Total Paid amount reflects claim adjustments when overpayments or underpayments are created.

Total Paid Amount 200.00

OK

Charts Referral

ADDING A PERSON (FIX)

A problem was discovered when adding a non-custodial party (NCP) to a CHARTS Referral if the person is new to N-FOCUS. If the person was removed from the CHARTS Referral before saving, the system saved the person anyway. This caused some duplicate persons to be created in N-FOCUS. This has been fixed so now a new NCP will not be added to N-FOCUS until the CHARTS Referral is saved. Once the CHARTS Referral is saved, then the Family Relationships can be completed.

Remember to do a person search before adding any person (including an NCP) to N-FOCUS. This prevents duplicate persons from being added.

When a CHARTS Referral is created, and there is a grandparent relative payee, the Family Relationships was not allowing the grandparent to be a parent of the NCP. This has been corrected

Correspondence

CORRESPONDENCE LIST (FIX)

The previous release expanded the Search Correspondence window to default at showing six months of correspondence. It did not sort the correspondence according to the create date. This has been fixed.

SPANISH CORRESPONDENCE (TIP)

The following is a list of N-FOCUS correspondence that can be created in either English or in Spanish. Correspondence sent by the batch process defaults to English unless their Primary Written Language of the program case person has been set to Spanish.

Verification Checklist

Eligibility Review for Kids Connection

Initial Appointment Letter

Notice Templates

Notice to Reporter

Notice of Perpetrator-CWIS

Notice of Perpetrator-APS

Out of Home Assessment

Request to Contact

For all persons, the Primary Written Language defaults to English in N-FOCUS. The Primary language can be changed to another language by selecting from a drop-down list under the Person Detail Person window under Demographics.

N-FOCUS - Person Demographic Data

Person

Marital Information
 Status **Never Married/Annulled**
 Begin Date **01-01-1901**

Interpreter Needed
☐ Yes
☐ No
☒ Unknown

Add Pregnancy...
Update Pregnancy...

Ethnicity

Race
 (Select ALL that apply)

☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ Other
☐ White

Primary Written Language
 (If other than English)

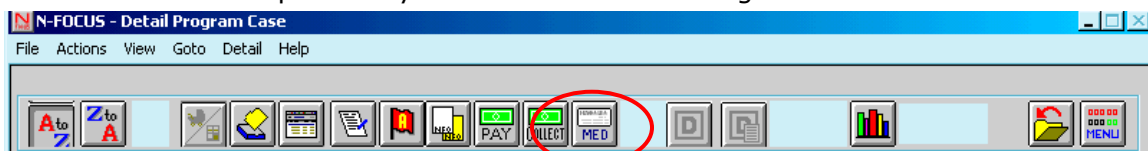
Primary Spoken Language
 (If other than English)

OK **Cancel** **Help**

Effective with **cards issued for August 2009**, the Nebraska Medicaid Eligibility Letter (Medicaid Card) will no longer be issued monthly on paper. The card will now be a permanent, plastic credit card sized identification card.

There will be no current eligibility information, language regarding Kids Connection participants, co-pay, managed care status and plan, lock-in, Medicare Part A, B and D coverage or TPL information. The back of the card will contain information for clients and providers regarding how to verify current eligibility (800 telephone number and website).

A new Medicaid Card Issuance window is now available via the Med Card Issuance icon off of the Detail Program Case window. This window will display the date the card was issued (date the file is sent to the mail vendor), who was listed on the card and the address the card was sent to. NOTE: This window will not denote whether more than one card per family was mailed due to a large household size.



N-FOCUS - Medicaid Card Issuance

File Help

Case Details

Master Case 7

Program Case 14249517 ADC/MED

Program Case Name BECKY BARNACLES

INQUIRY

Medicaid Cards Issued

Issue Date	Household Card Id
07-15-2009	9101325

Persons on the Card

BECKY BARNACLES
BIANCA BARNACLES

Address

9856 WINDY BLVD
OMAHA NE 68106

Medicaid Card Issuance/No-Issuance Rules

1. Med Cards are sent by program case so a household could receive more than one card. Example: A mom on SSI is active in one AABD case while the Dad and kid are in a separate ADC program case. Because there are two program cases, the household will receive two cards (mom listed on one and dad and kid on the other).
2. If someone is added or reopened in a program, N-FOCUS will check the last issued card. If the new/reopened person is not on the last issued card, a new card will be issued. If the person was on the last card issued, no new card will be issued. N-FOCUS will only compare the current situation to the last issued card for this program case, not any other card that has been issued. If someone in the program case is closed, no new card will be issued, but the worker has the option of issuing a new card if requested. Example: A HH of 5 is initially approved for Medicaid. Two months later, 2 HH members are closed. A new card is not issued showing the two members left. A replacement card is requested 6 months later and now the HH has only 3 members. The replacement card will then list 3 members.
3. Previously, N-FOCUS did not issue cards for people participating in managed care. However, MMIS will no longer be sending Medicaid cards to clients enrolled in Managed Care so N-FOCUS will now issue all Medicaid cards. MMIS will continue to issue notices related to managed care enrollment, plan and primary care physician information.
4. Persons in the following categories **do not** receive a Medicaid card:
 - Presumptive Eligibility
 - QMB (if the person changes to full Medicaid benefits and had never received a card, a card will automatically be issued)
 - Nursing Home living arrangement (if the person moves from the nursing

- home into the community and had never received a card, a card will automatically be issued when you update the Living Arrangement.
5. N-FOCUS previously did not issue cards to persons in Premium Due or Spend-down status. Since these are now permanent cards, these persons **will now receive** a card even if they have not yet met the spend-down or premium due.
 6. N-FOCUS previously did not issue cards if the Program Case name person had the Last Known Address Indicator checked on address. There will no longer be a check for this indicator and cards will be issued.
 7. An Unborn will appear on the card as "Unborn <Last Name>." The date of birth will display as 1/1/0001. When the child is born, the worker must update the mother's pregnancy information to show the child was born and named. A new card will automatically be issued.
 8. The worker may issue a new card at any time via the Issue Replacement Medicaid card function off the Actions drop-down menu on the Detail Program Case window. There were previously restrictions about issuing replacement cards after Med cutoff, this is no longer the case and Replacement cards may be requested anytime.
 9. A child who moves from one out of home placement to another will not automatically be issued a new card. The card should travel with the child to the new placement. The worker may request a new card via the Issue Replacement Medicaid card function if necessary.
 10. If someone requests a Medicaid number change, N-FOCUS Production Support will issue a new card as part of the existing process to make this change.

Organization Detail

ORGANIZATION NARRATIVE (NEW)

With the July Release a new Organization Narrative Subject Area, of "Provider Specifics" was added. This narrative will be entered from either the Detail Organization window or the Organization Home Details window. The new Subject Area will have only one Item, also titled Provider Specifics. The description of the Item will be, "Document current provider preferences and limitations on the services they provide."

BACKGROUND CHECKS FOR NDEN (NEW)

The ability to document checks made with NDEN has been added. This will not be a separate Background Check Type, but rather NDEN has been added to the definition of "Other".

When documenting a Background Check Type of "Other", workers have two options:

- 1) Workers can create just one Results Narrative with separate paragraphs documenting that a DMV check, an NDEN check and a Law Enforcement check from another state was completed, etc.
- 2) Workers can create separate Other Background Checks, one for a DMV check, one for an NDEN check, one for Law Enforcement check from another state, etc.

ENTERING BACKGROUND CHECKS (TIP)

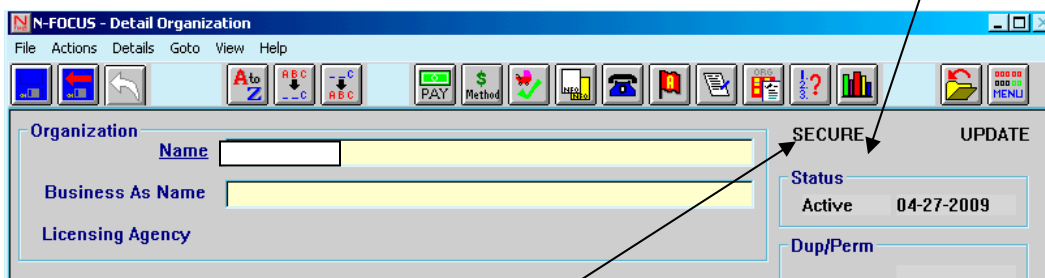
The Background check window displays a limited number of instances. This is best seen in an Organization with many completed Background Check over time and/or many individuals in the Organization. To see the most current background checks,

enter a date range at the bottom of the window and select "Refresh" to display all of the most current background checks.

NOTE: It has been discovered that sometimes the refresh button does not actually refresh the screen. If that is the case, try refreshing again and if it still doesn't give the desired results, contact N-FOCUS Production Support PRIOR to documenting any more Background Checks.

ORGANIZATION STATUS (NEW)

A status field has been added to the Detail Organization window. All Organizations currently have a status of Active. However there is also a business need to close some Organizations. When an Organization is discovered to no longer be in business, it can be placed in a closed status on N-FOCUS. Any worker having the ability to change an Organization can change the status from Active to Closed. Only N-FOCUS Production Support staff can change an Organization from closed back to active.



ORGANIZATION TYPES (NEW)

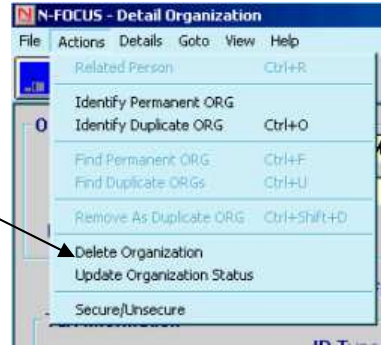
Organizations currently have a type of Perm, Duplicate or are Blank. Effective with this Release, a new Organization type will be used entitled "Secured". This type will be used when there is a business need to restrict some changes on certain Organizations in N-FOCUS. Organizations placed in this status must have Production support staff make updates to address, phone, tax id and Organization name. Service approval information can continue to be updated by any worker currently with that security level. Worker's wanting to make an Organization "Secure" should contact Production Support to set this status.

DELETING AN ORGANIZATION (NEW)

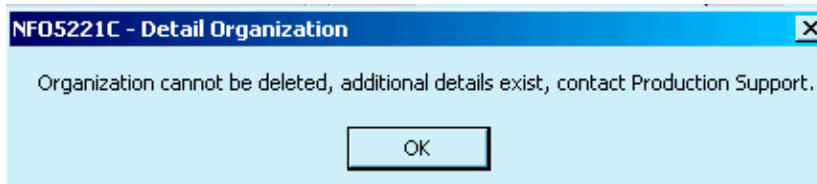
An Organization Study Group recommended workers have the ability to delete Organizations. Sometimes workers start entering an Organization and then realize that the Organization already exists on N-FOCUS. With this release, workers will be able to delete an Organization that is entered in error or that are entered into the system as a duplicate.

Workers with security to add or update information on an Organization can request it be Deleted. From the Detail Organization window, select the "Actions" drop-down and then select the "Delete Organization" action.

The Organization status will change from ACTIVE to DELETE and the save and close icons will be disabled. Use the close window icon and answer yes to save changes.



If an Organization has any Service Approval, Home Detail, Org Person Involvement, Facility Type, or License, the worker will get the following message and the Organization Status will not be set to "Delete"



The "Delete Organization" action will not be enabled if the Organization is currently marked as a "PERM" or "DUP" nor if it is marked with a "Secured" status.

Once an Organization has been placed in the "Delete" status, all pushbuttons and actions to and from other windows either to create new or update information pertaining to the organization will be disabled. This includes creating any new Service Approvals, Service Authorizations or adding an Organization Related Person.

Once a week, a batch program will run to actually delete the selected Organizations. A report will be sent to Production Support of all Organizations that were not deleted due to associated data.

Person Detail

PERSON INVOLVEMENT WINDOW (NEW)

The Person Detail Window has been redesigned adding additional Icons to the window.

Also added is a pushbutton for workers to see a Person's Involvement and their relationships in N-FOCUS

A single click on an enabled icon allows workers to view the details of the selected involvement

PROTECTION AND SAFETY

Address Redesign

There is an enhanced way to search by Address function for Intakes. The Received Date is the only entry required from this window to enable the Search by Address push button. There are two types of searches available:

- 1) Exact Search
- 2) Non-exact Search from a list of possible matches. The search type depends on the fields where data is entered.

Detailed for instructions on this functionality is available as a separate Desk Aide Document called "Search for Person By Address Guide".

Intake

INTAKE ASSIGNMENT (FIX)

An error message appeared when the intake Assignment search criteria only resulted in a count equal to 50 or a multiple of 50. The more plus would be enabled but there were no additional reports.

This has been fixed so that the more plus will not be enabled unless additional reports exist.

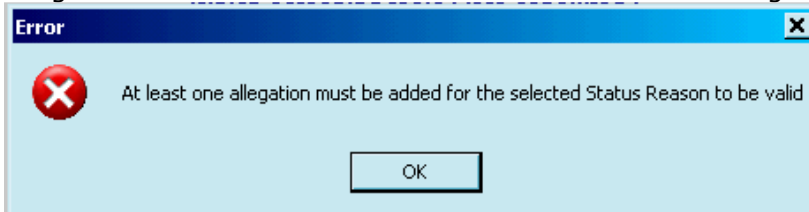
TIE INTAKES NARRATIVE LIST DISPLAY (CHANGE)

Multiple Reporter Intakes are required to be tied to the associated or related intake. Workers will now have the option to print the Intake Worksheet for all of the related Intakes while remaining in the current intake window or just print the intake worksheet for the Intake that is currently opened.

CLOSING INTAKE (CHANGE)

Policy and administration has identified a need to identify victim and perpetrator history to include for screened out reports. To meet this need when a Child Abuse/Neglect or Adult Protective Service Type intake is created there is a requirement that at least one allegation must be entered.

When a worker attempts to close an Intake for these two types and there are no allegations entered the user will receive this error message:



Policy and administration expect all Abuse type allegations be entered. This should also assist the CFS Specialist to identify if persons in a current report may have been involved with previous allegations or have an allegation history

OUT OF HOME ASSESSMENT INTAKE CLOSURE (CHANGE)

When an Intake is closed with the reason of Accepted for Out of Home Assessment, business rules require an Organization be listed in the Intake as either Allegation Involved or Allegation Site.

An attempt to close an Intake for the reason of "Accepted for Out of home Assessment" without an Organization listed will now result in a warning message reminding the worker to add the Organization.

When adding the Organization(s) to the Intake, workers must select the role of Allegation Involved or Allegation site from the drop-down list or the Intake will not be closed or saved for the Status Reason of "Accepted for Out of Home Assessment".

If the listed Organizations(s) is/are not the owner of a Service Approval, then the Service Approval owner organization will be added to the intake list of organizations in the role code of Service Provider.

CHILD ADVOCACY INDICATOR

Policy and administration has identified a need to indicate if an Intake requires the involvement of a Child Advocacy organization.

There are protocols to determine if the Child Advocacy should be included and notified. Intake and Initial Assessment Supervisors/Workers should be familiar with these protocols and know when the new box located on the Intake Detail Window should be checked.

The indicator will automatically be checked if there is an allegation of Sexual Abuse. It is CFS Specialist or Supervisors responsibility to check the box for all other cases.

Once the box is checked and saved it cannot be turned off. If the box was checked in error a supervisor will need to contact Suzanne Schied at Central Office and explain why the indicator needs to be turned off. Suzanne can be reached at 402-471-9245

The check box can be checked at anytime and does not require that the Intake be in open status. The check box only applies for Child Abuse/Neglect type reports. If the Intake type changes the indicator is removed.

The Intake Search window has been updated so that workers will be able to search for Intakes that have this indicator applied. Workers must first select the type of Child Abuse/Neglect to enable the check box on the search window.

Immediately under the Header for the Intake Worksheet the words "CHILD ADVOCACY COORDINATION REQUIRED" will print in bold for Intakes that have the indicator checked.

REDRAFT OF INTAKE NARRATIVE (FIX)

The ability to redraft certain CWIS narratives was lost during the last release. A fix has been implemented to allow this option for Supervisors and selected staff in Central Office.

CFS ALLEGATIONS FINDING (CHANGE)

Per LB122, the finding of "Inconclusive" will be changed to "Agency Substantiated" effective August 31, 2009. N-FOCUS will update the finding selection list and will convert any current "Inconclusive" findings in the September 14th Interim release. No action is required by workers for this change.

APS Intake Only

INTAKE CLOSURE REASON (CHANGE)

The status reason of Law Enforcement has been removed from the closing reason list on an Adult Protective Services Intake Type.

ALLEGATIONS (CHANGE)

Two types of Allegations on APS Intakes have been removed from N-FOCUS. The two are Medical Neglect and Emotional Abuse.

ALLEGATION FINDING (FIX)

When a worker saved an Action item entered from the "Adult Protective Services" selection list prior to entering a Finding, the 'Department Substantiated' finding would fail to display in the dropdown list. The worker would have to back out and return to the window to get the Dept Subst to display. This has been fixed.

NARRATIVE SUBJECT (NEW)

A new Subject type of Emergency Intervention has been added to APS Intake and Program Case Narratives.

The following three items are included in this Narrative Subject Area for both Intake and PC Narrative:

SUBJECT: EMERGENCY INTERVENTION

ITEM: Emergency Court Order

DESCRIPTION: Ex-Parte orders, short-term involuntary adult protective services or involuntary temporary placement, any other emergency action by the court system

ITEM: Law Enforcement Contact

DESCRIPTION: Initial contacts, protective custody, evidence of crime, threat of harm, refusal of access to victim, any other emergency actions by LE

ITEM: Other Emergency Contact

DESCRIPTION: Emergency contacts other than LE or Court including but not limited to emergency medical interventions, voluntary temporary placement

INTAKE CORRESPONDENCE

APS CASE STATUS DETERMINATION NOTICE (FIX)

"APS Service Coordination" annotation was not pulling in the most recent instance when this notice was being generated. This has been fixed.

NOTICE TO PERPETRATOR (NEW)

With this release, a notification will be sent to an alleged perpetrator when the Finding turns out to be Unfounded.

Case Maintenance for Protection and Safety

ASSESSMENT SAFETY

The Safety Assessment Begin Date can now be corrected to a later date. This will update all of the Safety Assessment Person Involvements to that same date so that users no longer have to delete and re-enter all of their person involvements.

CFS Administrators in the Service Areas will be able to re-open finalized Safety Assessments. This should be done only when there is a safety concern or vital information was omitted from the finalized Safety Assessment.

Protective Capacity Assessment: Add Narrative to capture the family's agreement and understanding of the capacities. There will need to be a correspondence change as well.

Safety Assessments and Contact Sheets can be reprinted from the Detail Safety Assessment window. This will give you an exact copy of the finalized documents without having to search through correspondence.

Safety Assessment Print List: the sort and filter functions have been fixed

PROTECTIVE CAPACITY ASSESSMENT NARRATIVE (NEW)

A narrative has been added to the Protective Capacity Assessment to capture the family's agreement and understanding of the capacity.

PROGRAM CASE CLOSURE (CHANGE)

The Closing Reasons for case and person for CFS is enhanced to now only show CFS program case closure reason.

CENTRAL REGISTRY FOR APS AND CPS WEB

Workers with limited use or view will now only see persons that are on the Central Register.

Workers with more than limited view will have the ability to select perpetrators that are on or not on the CPS Central Register/APS Central.

A new column has been added to the beginning of the list with the heading of "CR". A "Y" in the column indicates that this perpetrator is on the CPS Central Register/APS Central Registry.

CASE PLAN (FIX)

A display problem exists in Case Plan. When selecting the Case Plan in a CFS program an error message is received that a selected persons is not involved in the case plan when in fact they are in the plan. This has been fixed. In addition, now all case plans where the person is involved will display regardless of the case plan status

Correspondence

REPRINT SAFETY ASSESSMENT AND CONTACT SHEET (CHANGE)

Allow Finalized Safety Assessments and Contact Sheets to be reprinted from the Detail Safety Assessment window. Currently a Finalized Safety Assessment and Contact sheet can be reprinted from the Detail Safety Assessment window but they are not exactly the same as the original Finalized version in some situations such as when an address changes.

This change allows the printing of the exact same version that is from the Detail Safety Assessment window.

MEXICAN CONSULATE NOTIFICATION FORM (NEW)

As the result of a recent policy requirement, DHHS has entered into a contract agreement to notify the Mexican Consulate when a child born in Mexico is made a State Ward. The form will pull some information in from what is on N-FOCUS, such as the child's name and birth-date, and case manager information. This document will be created from the CFS Program Case by selecting the Correspondence Icon and workers will select the child from a list of persons in the CFS Program case.

CHANGE OF PLACEMENT NOTICE (CHANGE)

The Change of Placement Notice has been updated. The new form will be more consistent with how the information is displayed regardless of what Placement type is selected.

Home Details

HOME STUDY STATUS (CHANGE)

For any Organization, there can now only be one **Initial** Home Study. Once an Initial Home Study is finalized, the Initial will be disabled for this Organization and all subsequent ones will be considered as an **Updated** Home Study. There can be many Updated Home Studies for an Organization.

PRINTING HOME STUDY (CHANGE)

The ability to print a Draft version of a Home Study has been added to N-FOCUS. Workers can now print either a Draft version or a Final version either for an Initial Home Study or an Updated Home Study. A Home Study can have as many Draft versions printed as needed. However, Draft versions will not be stored in N-FOCUS. When a Final version is printed, a copy will be stored in the Correspondence area of N-FOCUS. Once an Initial Home Study is finalized, the choice to print a draft or final Initial Home Study will be disabled and only the Update Home Study will be available to print either in draft or final.

HOME STUDY WINDOW (CHANGE)

Currently when information is entered in the Home Study window, the information is not saved when the window is closed. With this release, the last information entered will be automatically saved when the window is closed. When the window is opened again, any information can be updated if needed.

DETAIL LICENSE APPROVAL WINDOW (CHANGE)

The defaulted maximum age has been changed to 18.

Legal Status

TRIBAL POLICE HOLD (NEW)

'Tribal Police Hold' legal status will be added to N-FOCUS effective 07-15-09

Legal Actions

PONCA TRIBE (NEW)

In Legal Actions, in the Court pushbutton, Ponca Tribal Court has been added to the list of county courts.

Placements

PLACEMENT TYPE (CHANGE)

A change has been made to the Detail Placement window when documenting a Placement Type of "With Parent" or "With Non-Custodial Parent". When creating either of these types of placements, you no longer have to select a Facility Type. When creating either of these types of placements, the Facility Type list will now be blank.

Reporting

SAFETY ASSESSMENT PRINT LIST (FIX)

In Crystal Reports, the Filter criteria did not show in the dropdown boxes and when attempting to sort, workers would get an error message that the filter was empty. The Print list for Safety Assessment Print List in the Crystal report has been fixed

INTAKE PRINT LIST (CHANGE)

When requesting the print from the Intake List, the report will now show the search criteria selected from the Intake Search Window. This provides information of specific fields requested for what appears on the Crystal Report.

The title of the report will still be "Intake List Report" however, if the Child Advocacy check box is selected, then the subtitle "Child Advocacy Indicated" will appear underneath the report title "Intake List Report".

Safety Plan

LIST SAFETY PLAN (CHANGE)

Workers are now able to print the list of Safety plans off the List Safety Plan window. When creating a Safety Plan, the error message will no longer come up when there is no Safety Assessment.

EXPERT SYSTEM FOR CFS CASES

CWIS Funding Detail

TRIBAL POLICE HOLD (NEW)

Tribal Police Hold has been added to funding detail.

Budgeting-CFS Child Care-Safety Assessment

CHILD CARE ASSISTANCE CATEGORY (CHANGE)

Workers will now be able to assign Without Regard to Income (WI) status if the Safety Assessment reveals a need for child care but children are not active participants in a CFS case. The worker must select the new Service Need Reason of "Safety Assessment Requirement" to have a WI case when there is a CFS case but the children are not active participants in a CFS case.

Child Care Budget Confirmation

HOLLIEDAY CHRISTYCC87014182

Public Housing Indicator:
Single Parent Indicator:
Num Elig Children:
Unit Size:

Child Care cases require that all unit members have a role. Participants are children eligible for benefits. Other persons to count in the unit size have other roles. Select the appropriate role for each person in the case.

Person	Role	Status	Adult/ Child	Assign To Role
HOLLIEDAY ELFIE 41 20835833	Fin Resp	Active	Adult	<div> <div>Fin Resp</div> <div>Non-Part Child</div> </div>
HOLLIEDAY CHRISTY 24 48283649	Fin Resp	Active	Adult	
HOLLIEDAY HAPPY 8 91910435	Participant	Active	Child	
HOLLIDAY HOLLY 3 17341203	Non-Part Child	Active	Child	

Service Need Reason

Safety Assessment Requirement

Close Non Participants

☐ Bypass WI Determination
☐ Set to Transitional Child Care

TCC Start Date

OK

Cancel

Help